



**INSTRUCTIONS FOR NAME CHANGE  
RELATING TO STATE OF IDAHO MINERAL LEASES**

**READ CAREFULLY BEFORE COMPLETING NAME CHANGE FORM**

1. The name change form is to be filled out in duplicate and signed by the lessee. Authorized officials must sign; if a corporation, duly authorized person(s) must sign. Assignee or duly authorized person, if assignee is other than an individual, must sign the "Acceptance and Assumption" section of the form.
2. Any number of leases belonging to the same lessee may be included on one name change form. Serial number of the leases involved must be clearly stated on the name change form or attached exhibit.
3. All signatures must have acknowledgment of notary public in space provided.
4. Any agreement regarding transfer of improvements may be written either on the back of the form, or attached thereto.
5. **Both copies of the name change form must be mailed or delivered to:**

**Idaho Department of Lands  
Bureau of Minerals  
954 W. Jefferson Street  
Boise, Idaho 83720**

along with the original lease or leases, together with a consent of surety to the name change or new bond, if required, furnished by the new lessee.

6. A fee, \$10.00 for each lease to be recorded, must accompany the name change form.
7. When the name change form has been recorded, the copy and the consent of surety to the assignment will be retained by the department, and the approved name change document, together with the original lease(s), will be forwarded to the new lessee.